

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Letter to Jeane J. Kirkpatrick

FROM:

Director of Training & Education
1026 Chamber of Commerce

EXTENSION

NO.

OTE 87-3510

DATE

30 November 1987

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

DDA
7D18 HQS

09 DEC 1987

WSP

2.

3.

4.

Executive Registry
7E12 HQS

10 DEC 1987

TKL

5.

6.

7.

Deputy Director of
Central Intelligence

11 DEC

8

8.

9.

10.

Director of
Central Intelligence

14 Dec

11.

12.

13.

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15.

ER:

Return to OTE;
Mrs. Kirkpatrick is
not available
per OTE.

DCI
EXEC
REG



Deputy Director
for Administration

9 December 1987

NOTE FOR: Director of Central Intelligence

Judge:

Attached is an invitation to Jeane Kirkpatrick asking her to speak to a group of senior executive secretaries here at CIA on 13 January 1988. Kirkpatrick is aware that the group consists of about 30 secretaries. She does not expect to be introduced by the DCI or a senior manager, although you may wish to have tea with her before or after her presentation.

Because of her stature we believe it is appropriate for you to sign the invitation.

[Redacted signature box]

William F. Donnelly

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Central Intelligence Agency



Washington, D.C. 20505

OTE 87-3510

The Honorable Jeane J. Kirkpatrick
American Enterprise Institute
1150 17th Street, N.W.
Washington, D.C. 20036

Dear Ambassador Kirkpatrick:

Twice a year we present the Intelligence Issues Course to Executive Secretaries of the Central Intelligence Agency and other organizations within the Intelligence Community. The objective is to expand the secretaries' understanding of how the CIA and other members of the Intelligence Community deal with current intelligence issues. This program includes presentations by senior officials and trips to field sites.

I would be pleased if you could be our guest speaker for the next running of this course, which will be held at CIA Headquarters from 6 - 13 January 1988. I suggest 13 January from 1:00 to 2:00 P.M., but will be happy to accommodate your schedule if the time is not convenient. The topic of your talk could be of your choosing.

I hope your busy schedule will allow you to accept this invitation. [redacted], Office of Training and Education, will make the necessary arrangements with your staff. She can be contacted at [redacted]

Sincerely yours,

William H. Webster
Director of Central Intelligence

ORIG:OTE/SACTD: [redacted]

Distribution:

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